



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

BUREAU FOR MEDICAL SERVICES

350 Capitol Street, Room 251

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Earl Ray Tomblin
Governor

Karen L. Bowling
Cabinet Secretary

November 12, 2015

TO: All Participating Providers of Nursing Home Services
and Interested Parties

FROM: Kelley Johnson, MSW, LSW
Program Manager for Long Term Care and ICF/IID Facilities

RE: **CALENDAR 2016 BILLING SCHEDULE**

Attached is the Calendar 2016 Billing Schedule for Long-Term Care Services. Claims received after the monthly billing deadline will be processed in the following billing cycle (i.e., the following month). Also, please note the dates identified for the Minimum Data Set (MDS) data extraction from OHFLAC were previously moved to Sunday extractions in order to process cleaner pull down data from CMS. Please be sure that all MDS assessments that will be used for billing in that month have been transmitted and accepted at least three (3) days prior to the extraction date listed. This will assure that your information is readily available. **If MDS transmissions occur on or after the MDS extraction date, the MDS assessment will not be included until the following month's extraction. Therefore, authorizations in the claims payment system will not be loaded manually and payment will not be made until the following month if the transmissions occur on or after the extraction date.**

The MDS submission page provides the option to receive your Validation Reports. Always review your Validation Report after submitting your MDS data for possible errors or rejections.

If you have any questions or concerns, please feel free to call me regarding this schedule at (304) 558-1700.

KJ:lls

Attachment: Billing Schedule